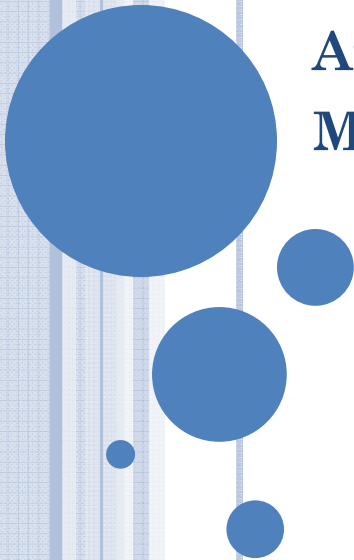





# WELCOME!

**AmeriCorps Student Leaders in Service  
Member Orientation**



# ORIENTATION PURPOSE:

The purpose of this orientation is to:

- Provide General Information – this orientation will give you an overview of National Service, and specifically, the role of the Education Award Only programs.
  - Determine Eligibility – this orientation will help you determine whether or not you are eligible to participate and what types of service activities you can do.
  - Ensure Commitment – this orientation will help you learn more about our program before you make a formal commitment. There are a limited number of scholarships available for students who commit to ASLIS. Once you enroll in our program, we cannot offer that same scholarship to anyone else. We want to help you be sure that this is a program to which you can commit and one which you will complete successfully!
- 

# BENEFITS OF AMERICORPS STUDENT LEADERS IN SERVICE:

- The service scholarship/education award!
- The difference you can make in your community.
- The opportunity to grow personally and professionally.
- The network of hundreds of students committed to improving their communities.
- The National Service movement you join through AmeriCorps.



# Why Should You Join?

- SERVE your community and give back through service.
- LEARN about your community and yourself.
- EARN a scholarship ranging from \$1000 to \$2,362 to pay for your current education expenses, repay student loans, and/or invest in your future education.



## How Does It Work?

1. Complete the Pre-Service Orientation.
2. Complete all enrollment documents included in the Enrollment Workbook.
3. Serve in your community.
4. Complete your service hours and earn a service scholarship!



## WHAT IS ASLIS?

- The ASLIS program is hosted by Massachusetts Campus Compact and is offered through 35 colleges and universities in MA, CT, and PR.
- 325 students participate in ASLIS each year, and contribute more than 108,000 service hours annually.
- ASLIS Serve is funded by the Corporation for National and Community Service (CNCS).



# THE BIG PICTURE

- AmeriCorps is one of many streams of National Service.
- The next few slides describe the different organizations and programs within the National Service community.



# CORPORATION FOR NATIONAL AND COMMUNITY SERVICE (CNCS)

- AmeriCorps is federally funded by the Corporation for National and Community Service (CNCS) in Washington, D.C.
- In addition to AmeriCorps, CNCS also manages Learn & Serve, and Senior Corps programs.
- Nearly 75,000 AmeriCorps members serve communities throughout the U.S. and territories annually.





## WHAT IS AMERICORPS?

- AmeriCorps is a network of national service programs that engages more than 75,000 Americans each year in intensive service to meet critical needs in education, public safety, health, homeland security, and the environment.
- AmeriCorps members provide service in more than 2,100 nonprofit organizations, public agencies, and faith-based organizations.
  - They tutor and mentor youth, build affordable housing, teach computer skills, clean parks and streams, run after-school programs, and help communities respond to disasters.

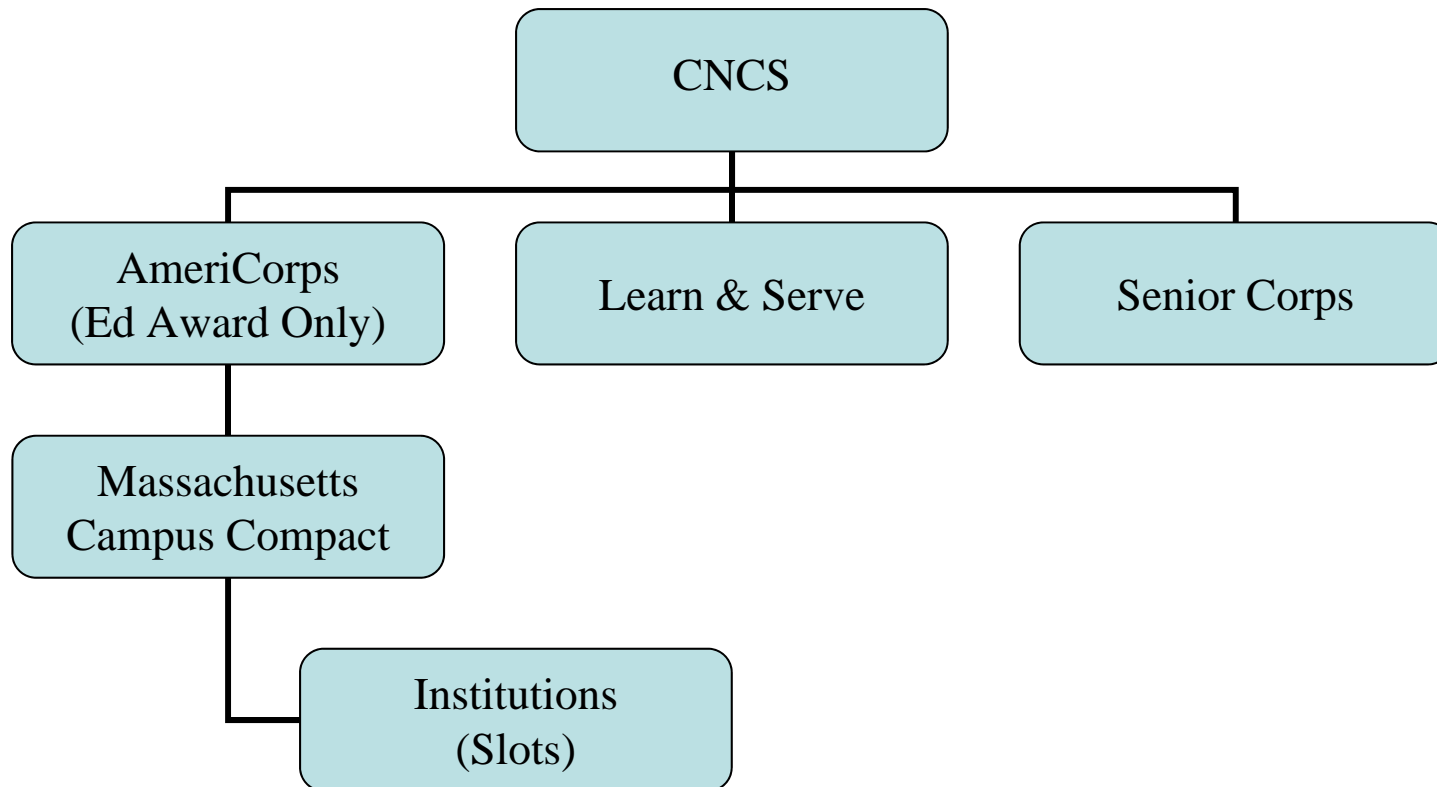
# MASSACHUSETTS CAMPUS COMPACT

**Educating citizens, building communities.**

- 70 member campuses
- Public and private, two year and four year schools
- Established in 1995
- Based at Tufts University
- Trainings, resources, capacity building, campus consultations, updates on state and national events, grants and funding, conferences



# IN SUMMARY... THE GRANT WORKS LIKE THIS:



# ELIGIBILITY FOR AMERICORPS:

You must:

- Be a United States citizen or permanent resident alien of the U.S.,
- Be 17 years old or older, and
- Hold a GED or high school diploma, or are working toward one of the two and will have received it before using the education award.

*Note:*

- US Citizens: Please present a photocopy of either your current passport or birth certificate to your Campus Supervisor.
- Permanent resident: Please present a photocopy of either your permanent resident card or current passport with INS approval of resident status.

## ELIGIBILITY FOR AMERICORPS, CONT.

- All ASLIS members must complete a criminal background check prior to beginning their term of service.
- Background checks can be completed through your Campus Supervisor, service site, or MACC.
- Individuals listed on the National Sex Offender Registry are prohibited from serving in any AmeriCorps position.



# TERMS OF SERVICE

Serve = Earn

- 300 hours in 12 months = \$1,000
- 450 hours in 12 months = \$1,250
- 675 hours in 12 months = \$1,800
- 900 hours in up to 24 months = \$2,362

These service hours may be a combination of personal volunteer time with a nonprofit agency *and* academic service through your campus.

- You have 30 days from your start date to change your term of service. Should you need to make a change, contact your Campus Supervisor immediately.



## TERMS OF SERVICE, CONT.

- The enrollment period is for one year.
- Individuals can participate in 2 AmeriCorps terms of service in their lifetime. All part-time terms, like ASLIS opportunities, are considered full terms.
- The education award is issued to members 2 to 4 weeks *after* successful completion of service hours and exiting requirements.
- Members who do not complete their term of service *do not* receive an education award and use one of their 2 possible terms of service.



## SERVICE: WHAT CAN YOU DO?

- You can perform service that fits into one of five AmeriCorps goals:
  - education,
  - public health & safety,
  - human needs,
  - homeland security, or
  - the environment.



## SERVICE: WHAT CAN YOU DO?, CONT.

- You can serve at any qualifying *not-for-profit* organization, including public schools, government agencies, charitable nonprofits, faith-based centers, and arts and culture institutions.
- You can also spend some of your service on Member Development.



# MEMBER DEVELOPMENT AND TRAINING

- Member Development/Training gives you the opportunity to pursue personal and professional goals that are education and service related. It is an important aspect of AmeriCorps service.
- Member development hours can account for up to 20% of your total service term and include:
  - Class time related to your direct service,
  - Professional conferences or workshops,
  - Faculty meetings or agency staff meetings, and
  - Time spent reflecting on your service individually or with peers (program meetings, etc.)

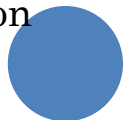
Note: there is a section on the monthly timesheet for members to record training/development. Please remember to fill this in when applicable.



# AMERICORPS PROHIBITED ACTIVITIES:

- Lobbying
- Helping or hindering union activities
- Religious instruction and proselytizing
- Protests, petitions, boycotts, strikes
- Advocacy for or against political parties, candidates, platforms, legislation.
- Providing direct benefit to a for-profit organization, labor union, partisan political organization, a religious organization, or non-profit that engages in lobbying
- Voter Registration
- International Service
- Engage in any activities that pose a significant safety risk to others
- Grant writing or fundraising for operational expenses at the nonprofit agency.

Like other private citizens, members may participate in the above-listed activities on their *own time*, at their own expense, and at their own initiative.



# DRUG-FREE WORKPLACE:

During the terms of service, program members may be released from the terms of service with no compensation if a member has:

1. Unlawfully manufactured, distributed, dispensed, possessed or used any controlled substance or illegal drugs;
2. Consumed alcoholic beverages during the performance of service activities;
3. Was under the influence of alcohol or any illegal drugs during the performance of service activities.

\*All members must take the Drug Awareness Quiz and sign/date as part of the ASLIS Drug Awareness Program.



## REASONABLE ACCOMMODATION:

- Sites must provide accommodation, upon request by a qualified individual with disabilities, unless doing so is an undue financial or administrative burden to your program.
- For those cases where reasonable accommodations are more costly, there is a limited amount of money available through State Commissions to provide accommodations for service members.



# NON-DISCRIMINATION:

It is against the law for organizations that receive federal financial assistance from CNCS to discriminate on the basis of race, color, national origin, disability, sex, age, political affiliation, or, religion. It is also unlawful to retaliate against any person who, or organization that, files a complaint about such discrimination.

If you believe that you or others have been discriminated against, or if you want more information please speak with your Campus Supervisor or contact:

Kate Beyer, 196 Boston Ave., Suite 2400, Medford, MA 02155, 617-627-2033,  
kate.beyer@tufts.edu



## **EXITED FROM TERM OF SERVICE:**

- A member can be exited from terms of service
  1. for cause, or
  2. for compelling personal circumstances



## EXITED FROM TERM OF SERVICE, CONT.

For cause:

- The member has dropped out of the program;
- During the term of service the member has been convicted of a violent felony or the sale or distribution of a controlled substance;
- The member has committed a fourth offense (see paragraph (E) of section V of member contract)



# EXITED FROM TERM OF SERVICE, CONT.

For compelling personal circumstances:

- The member has a disability or serious illness that makes completing the term impossible;
- There is a serious injury, illness, or death of a family member that makes completing the term unreasonably difficult or impossible for the member;
- The member has Military service obligations;
- Some other unforeseeable circumstance beyond the member's control makes it impossible or unreasonably difficult for the member to complete the term of service



# TIMESHEETS:

- Students will submit monthly timesheets to supervisors
- Students will break service into 3 categories- training *you attended* (20% limit), fundraising (10% limit), and service (no limit)
- Students will COMPLETELY fill out the timesheet\*
- Supervisors are responsible for collecting timesheets, signing off and approving hours, and sending them to the MACC Office.

\* Our timesheet was designed to specifically collect all necessary information for this grant. Collecting this information ensures that we can offer this program to our campuses each year.



# THE EDUCATION AWARD:

- Is a voucher issued by the National Trust in Washington, D.C.
- Is received by the member (in the My AmeriCorps online system) 2 to 4 weeks after being exited.
- Can be applied to a financial institution or to an institution of higher education (Title IV school).
- Is considered taxable income by the IRS in the year it is used, not the year it is earned.



# THE EDUCATION AWARD, CONT.

The education award can be used in 3 ways:

- Past→ Members can repay qualified student loans such as the Stafford, Perkins, Federal Direct/Indirect.
- Present→ Members can apply the voucher to their current education expenses for the cost of attendance through the financial aid office on their campus.
- Future→ Members can use the voucher for up to 7 years toward graduate programs, continuing education classes, specialty and trade schools, and study abroad.

Check with your financial aid office to see how the education award may be used for tuition and other expenses.



## THE 30 DAY RULE:

- We must notify CNCS within 30 days of a member's enrollment and exit from the program.
- Whenever we miss the 30 day deadline, we are considered out of compliance. This could negatively impact our grant in the future.

Please remember to turn paperwork in on time! This means passing in the enrollment workbook by the deadline and completing your last timesheet/exit form/exit survey within 30 days of your last day of service.



## THE 30 DAY RULE, CONT.

- If you finish your hours early, exit paperwork must be turned in within 30 days of your last day of service.
- If you wish to remain an active AmeriCorps member, you must remain “actively serving.”
  - Actively serving: continue serving the same average amount of hours as in other months and sending in timesheets until you are ready to exit.



# CONTACT INFORMATION



*Massachusetts* | **Campus Compact**

Kate Beyer  
Program Director  
Massachusetts Campus Compact  
(617) 627-2033  
[Kate.beyer@tufts.edu](mailto:Kate.beyer@tufts.edu)





**THANK YOU!**

